



**STATE OF WASHINGTON**

**DEPARTMENT OF HEALTH**

**OFFICE OF EMERGENCY MEDICAL AND TRAUMA PREVENTION**

***PO Box 47853 • Olympia, Washington 98504-7853***

**Steps Necessary To Begin The SEI Recognition Process**

**I. Complete the required prerequisites.**

- A. Prerequisites are provided in WAC 246-976-031 or in the SEI Qualification Process Manual. Both documents are located on Office of EM&TP web site located at [www.doh.wa.gov/hsga/emtp/seiproc.htm](http://www.doh.wa.gov/hsga/emtp/seiproc.htm)
1. The prerequisites include an examination to determine the knowledge of the prospective candidate on Revised Code of Washington (RCW) and Washington Administrative Code (WAC) relating to EMS and the Uniform Disciplinary Act. This examination is available primarily on the web site listed above, but may be requested as a hard copy by contacting the Education, Training and Regional Support Section at (360) 705-6716 or (800) 458-5281 extension 2.

**II. Submit prerequisites with name, address and a daytime contact phone number to the Office of Emergency Medical and Trauma Prevention, Education, Training and Regional Support Section, P O Box 47853, Olympia, Washington 98506.**

- A. The department will review the prerequisites provided and determine the need of the individual to be recognized as an SEI.
- B. If the requirements have been met and there is need for recognition, the department will issue an Initial Recognition Application Procedures (IRAP) handbook.
- C. Incomplete requirements or materials will be returned to the candidate with a checklist of what must be completed to begin the recognition process.
- D. Once the IRAP has been issued, the department will provide an orientation on the recognition process to each candidate as necessary or when requested.

**III. Transitional Initial SEI Candidates: Individuals beginning the SEI approval process prior to July 28, 2002 will be allowed to transition into the new process through December 31, 2002.**

- A. Transitional candidates must submit the prerequisites identified in I A 1 above and documented proof of all instruction accomplished to meet the previous recognition requirements as listed below.
1. Assist in the conduct of two entire EMT-Basic training courses.
2. Instruction of the following EMT-Basic course material for **EACH** course:
- a. A minimum of three hours didactic lectures.
- b. A minimum of six hours practical skills instruction.
- B. Documentation must include the DOH course number for the course in which the instruction was provided. The approved course schedule must list the candidate as the instructor for the lessons documented.
- C. Completed and verified instructional requirements will be transferred to an IRAP and issued to the candidate to complete the remaining requirements.